

# **APPENDIX C**

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# APPENDIX C1

## REQUISITION

FIELD <u>LEGEND</u>	TYPE REQUISITION		<u>ENTRY AND INSTRUCTIONS</u>
	BLOCK NUMBER(S) (MANUAL)	RECORD POSITION (S) (MECHANICAL)	
Send to	Block A	Not Applicable	Enter the appropriate in-the-clear name and address corresponding to the RI, if applicable.
Requisition is From	Block B	Not Applicable	Enter the appropriate in-the-clear name and address of the requisitioner, if applicable.
Document Identifier	Block 1	1-3	Enter DI AQ or AM.
Routing Identifier	Block 2	4-6	Enter RI indicating the SOS to which the document is submitted.
Media and Status	Block 3	7	Enter the M&S code.
Stock Number	Blocks 4,5, 6	8-22	Enter the stock or part number of the item requisitioned. For subsistence items, enter the type of pack in rp 21.
Unit of Issue	Block 7	23-24	Enter the unit of issue.
Quantity	Block 8	25-29	Enter the quantity requisitioned. For ammunition requisitions only (items in FSG 13) , enter an "M" in rp 29 to express in thousands any

TYPE REQUISITION			
FIELD	BLOCK NUMBER(S) (MANUAL)		
<u>LEGEND</u>	<u>RECORD POSITION (S) (MECHANICAL)</u>		<u>ENTRY AND INSTRUCTIONS</u>
			quantity" exceeding 99,999. <b>Example:</b> A quantity of 1, 950,000 will be expressed as <b>1950M</b> (1950 in <b>rp</b> 25-28 and an "M" in rp 29) .
Document Number	Blocks 9-12	30-43	Document number as assigned by the preparing activity.
Demand	Block 13	44	Enter the demand; otherwise, leave blank.
Supplement ary Address	Blocks 14-15	45-50	When applicable, enter the coded address of the ship-to or bill-to activity. Field may be left blank when coded entry is not applicable. When coded data entered is not significant to the supply source (other than an <b>AAC</b> ), an alphabetic "Y" will be entered in rp 45.
Signal	Block 16	51	Enter the signal code.
Fund	Block 17	52-53	Enter code as directed by the Service.
Distribution	Block 18	<b>54</b>	When applicable, enter the code of the activity to receive status inf ormat ion in addition to the requisitioner or the SUPADD .
		<b>55-56</b>	Enter the code as directed by the Services.

FIELD <u>LEGEND</u>	TYPE REQUISITION		<u>ENTRY AND INSTRUCTIONS</u>
	BLOCK NUMBER(S) (MANUAL)	RECORD POSITION (S) (MECHANICAL)	
Pro ject	Block 19	57-59	When applicable, enter the , appropriate code under S/A instructions.
Priority	Block 20	60-61	Enter priority designator.
Required Delivery Date/Required Delivery Period	Block 21	62-64	Enter under requirements of appendix B14.
Advice	Block 22	65-66	<b>Advice</b> code to convey instruct ions to the supply source. When code is not required, leave blank.
Date of Receipt of Requisition	Block 23	67-69	Leave blank.
Blank	Block 23	70-80	Leave blank on inter-S/A requisitions forwarded to the <b>DLA</b> and GSA supply sources.  a. This field is optional for intra-S/A use.  b. This field may be used for internal purposes on retained copies of requisitions.  c. When a requisition with a part number <b>(A02/A0B)</b> is converted to an NSN <b>(A01 /AOA)</b> , <b>DAAS</b> will blank fill this field.

TYPE REQUISITION		
FIELD	BLOCK NUMBER (S) (MANUAL)	
<u>LEGEND</u>	<u>RECORD POSITION (S) (MECHANICAL)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Remarks	Blocks L-W	This field will be used to convey any additional required information not provided for in the requisition format.

CONTRACTOR ENTRIES : Entries Required for Requisitions for Government  
Furnished Materiel.

Manufacturer's Directive Number	54-56	If required by the S/A contracts, enter the MDN.
Contract Call Or&r Number	69-72	If required by the S/A contracts, enter the appropriate contract call order number.
Contract Identification	73-80	At the option of the S/A, enter the last eight positions of the PIIN in rp 73-80 in lieu of the MDN in rp 54-56. This entry is mandatory if the MDN is not entered in rp 54-56.

MANAGEMENT CONTROL ACTIVITY ENTRIES: Entries Required for  
Requisitions for Government Furnished Materiel.

Routing Identifier	4-6	Enter the RI code of the supply source.
Distribution	54-56	Enter the distribution code of the MCA validating the transaction or the MDN consisting of the MCA's



TYPE REQUISITION		
FIELD	BLOCK NUMBER (S) (MANUAL)	
<u>LEGEND</u>	<u>RECORD POSITION (S) (MECHANICAL)</u>	<u>ENTRY AND INSTRUCTIONS</u>
		<i>distribution code in <b>rp</b> 54 and two other alpha/numeric characters in <b>rp</b> 55-56.</i>
Routing Identifier	74-76	<i>If required by the S/A,</i>

**DEFENSE REUTILIZATION AND MARKETING ENTRIES :** Entries Required When Requisitioning a Specific Item From Disposal.

Disposal	67-80	This entry is optional on DI AO 1 /A0A/A05/A0E requisitions and is mandatory on DI A04 /AOD requisitions. If applicable, the DTID suffix will be entered in rp 21.
Turn-in		
Document Number		
Excess Report		

**DEFENSE REUTILIZATION AND MARKETING ENTRIES :** Entries Required on Requisitions to Disposal When a Specific Item is Not Required.

Blank	70	Leave blank.
Condition Code	71	Enter lowest acceptable supply condition code under S/A criteria furnished to DRMS. See chapter 2, paragraph U. for requirement.
Blank	72-80	Leave blank.

NOTE 1: See "B" series appendices for explanation of data fields.

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NOTE 2: Processing points passing DI **AM** transactions to another SOS for continued processing will enter their RI code in rp 67-69.

NOTE 3: Requisitions to DRMS (RI S9D) cannot reflect entry in rp 21-22 other than a DTID number suffix in **rp** 21, when applicable.

APPENDIX C3  
NON-NSN REQUISITION  
(MECHANICAL)

RECORD		
<u>FIELD LEGEND</u>	<u>POSITION (S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier	1-3	DI A02 or AOB.
(Rp 4-7 entries are the same as appendix C1. )		
Manuf acturer's Code and Part No. 1/	8-22	Enter the CAGE from the DoD Cataloging Handbook <b>H4-1</b> and the part number assigned to the item by the manager.
(Rp 23-69 entries are the same as appendix C1. )		
Identification	70	Applicable code to designate the entry in <b>rp</b> 71-80. (If not applicable, leave blank) :  A - TO or TM  B - End Item Identification  C - Noun Description of Item  D - Drawing or Specification No.
Reference Identification	71-80	Identification of reference specified in rp 70.

1/ If the CAGE and part number cannot be entered in rp 8-22, use DD Form 1348-6 (appendix A7) to requisition the part number or **non-NSN** items".

RECORD

FIELD LEGEND

POSITION(S)

ENTRY AND INSTRUCTIONS

**ENTRIES REQUIRED FOR GOVERNMENT FURNISHED MATERIEL:**

(Rp 23-67 entries are the same as appendix C1. )

Part Number Designation	68	Enter an E in the GFM requisition when a part number is requisitioned.
Contract Call Order Number	69-72	If required by a S/A contract, enter the appropriate contract call order number.
Procurement Instrument Identification Number	73-80	At the option of the S/A, enter last eight positions of the PIIN in lieu of the MDN in rp 54-56. This entry is mandatory if the MDN is not entered in rp 54-56.

# APPENDIX C10

## DIRECT DELIVERY NOTICE

<u>FIELD LEGEND</u>	<u>RECORD POSITION (S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter DI AB_.
Routing Identifier	4-6	Enter the RI of the supply source furnishing the status.
Media and Status	7	Enter code as shown in the original requisition.
Stock or Part Number	8-22	Enter stock or part number to which the status applies.
Unit of Issue	23-24	Enter unit of issue.
Quantity	25-29	<p>a. Enter quantity for which the status is provided.</p> <p>b. For status on ammunition items only (FSG 13) , enter an "M" in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1, 950, 000 will be expressed as <b>1950M</b> (1950 in rp 25-28 and an "M" in rp 29) .</p>
Document Number	30-43	Enter the document number as shown in the requisition.
Suffix	44	Enter suffix applicable to the quantity in rp 25-29 when the requisitioned quantity is divided into separate supply actions; otherwise, leave blank. "

<b><u>FIELD LEGEND</u></b>	<b><u>RECORD POSITION(S)</u></b>	<b><u>ENTRY AND INSTRUCTIONS</u></b>
Supplement ary Address	<b>45-50</b> ) ) )	
Signal	<b>51</b> ) )	Enter data from the original requisition or modified transaction.
Fund	<b>52-53</b> ) )	
Distribution	<b>54-56</b> ) )	
Project	<b>57-59</b> )	
Procurement Instrument Identification Number	<b>60-72</b>	Enter the basic PIIN.
Call/Order Serial Number	<b>73-76</b>	Enter the appropriate call/order serial number, if applicable; otherwise, leave blank.
Estimated Shipping Date	<b>77-80</b>	Enter the four position ordinal date.

# APPENDIX C19

## DOCUMENT MODIFIER

( INVENTORY CONTROL POINT TO **PROCUREMENT** )

<u>FIELD LEGEND</u>	<u>RECORD POSITION (S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter <b>DI AMF</b> (to change the SUPADD field) or <b>DI AMP</b> (to the change RDD field to 555) .
Routing Identifier	4-6	Enter the code of the activity to which the document is to be transmitted.
Media and Status	7	Enter the code as shown in the original requisition.
Stock or Part Number	8-22 ) ) )	Enter data as shown in the procurement instrument or procurement request.
Unit of Issue	23-24	Enter the unit of issue.
Quantity	25-29	Enter the quantity. For ammunition requisitions only (FSG 13) , enter an "M" in <b>rp</b> to express in thousands any quantity exceeding 99,999. Example: A quantity of 1, 950, 000 would be expressed as <b>1950M</b> (1950 in rp 25-28 and an "M" in rp 29) . The "M" modifier is an optional feature that can be applied <b>intra-S/A</b> and, by agreement, <b>inter-S/A</b> .
Document Number	30-43	Requisition document number as shown in the procurement request.

<u>FIELD LEGEND</u>	<u>RECORD POSITION(SL</u>	<u>ENTRY AND INSTRUCTIONS</u>
Suffix	44	Suffix as shown in the procurement request; otherwise, leave blank.
Supplementary Address	45-50	<i>Enter the <b>SUPADD</b> in the <b>DI AMF</b>; otherwise, leave blank in the <b>DI AMP</b>.</i>
Procurement Instrument Identification Number or Procurement Request Number	51-69	Enter the basic PIIN or PRN.
Procurement Instrument Identification Number	(51-63)	Enter the basic PI IN.
Contract Line Item Number	(64-67)	Enter the CLIN.
Contract Subline Item Number	(68-69)	Enter the contract subline item number, if applicable.
Procurement Request	(51-64)	Enter the PRN.
Blank	(65-69)	Leave blank when a PRN is entered.
Project	70-72 )	Enter data as shown in the original requisition.
Priority	73-74 )	
Procurement Document Indicator	75-76	Enter PR in rp 75-76 when the entry in rp 51-64 is a PRN; otherwise, leave blank.



<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Signal	77	Enter signal code in the DI AMP; otherwise, leave blank in DI AMP'.
Routing Identifier	78-80	Enter RI to identify the activity preparing the transaction.

## APPENDIX C48

### MATERIEL OBLIGATION VALIDATION REINSTATEMENT REQUEST

<u>FIELD LEGEND</u>	RECORD <u>POSITION (S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter <b>DI</b> APR.
Rout ing <b>Identifier</b>	<b>4-6</b>	Enter the RI of the SOS which canceled the requisition.
Other Fields	<b>7-24</b>	Enter the data from the supply status transact ion (DI AE_) with Status Code BS.
Quantity	<b>25-29</b>	Enter the quantity required; this quantity cannot be greater than the original quantity canceled.
Other Fields	<b>30-61</b>	Enter the data from supply status transaction (DI AE_) with Status Code BS.
Blank	<b>62-64</b>	Leave blank.
Advice Code	<b>65-66</b>	Enter the advice code from the original requisition; otherwise, leave blank.
<b>Blank</b>	67-70	Leave blank.
Transaction Day	71-73	Enter the ordinal day of year of the reinstatement request.
Blank	7 4 - 8 0	Leave blank.

APPENDIX C49

INVENTORY CONTROL POINT

GOVERNMENT FURNISHED , MATERIEL

VALIDATION REQUEST

RECORD		
<u>FIELD LEGEND</u>	<u>POSITION (S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter DI AX1.
Rout ing Identifier (From)	4-6	Enter the RI identifying the ICP creating the DI AX1 transaction.
Media and Status	7 )	
Stock Number	8-22 )	
Unit of Issue	23-24 )	
Quantity	25-29 )	
Document Number	30-43 )	
Demand	44 )	
Supplement ary Address	45-50 )	Perpetuate from the requi sit ion.
Signal	51 )	
Fund Code	52-53 )	
Distribution	54 )	
Dist ribut ion	55-56 )	
Pro ject Code	57-59 )	

<u>FIELD LEGEND</u>	<u>RECORD POSITION(S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Priority	60-61	Perpetuate from the requisition.
Supply Source Origination Date	62-64	Enter th'e date the DI AX1 was created.
Advice	65-66	Perpetuate from the requisition.
Blank	67-68	Leave blank.
Call Number	69-72 )	Perpetuate from the requisition.
Contract	73-80 )	
Identification		
	or	
Management Control Activity Routing Identifier	74-76	Perpetuate from the requisition.

# APPENDIX C50

## MANAGEMENT CONTROL ACTIVITY GOVERNMENT FURNISHED MATERIEL VALIDATION RESPONSE

<u>FIELD LEGEND</u>	<u>RECORD POSITION (S)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Document Identifier	1-3	Enter DI AX2.
Routing Identifier (TO)	4-6 )	
Media and Status	7 )	Perpetuate from the DI AX1 transaction.
Stock Number	8-22 )	
Unit of Issue	23-24 )	
Quantity	25-29	If Advice Code 2R is entered in rp 65-66, enter quantity to be supplied. If Advice Code 2Q is entered in rp 65-66, enter total quantity to be re jetted.
Document Number	30-43 )	
Demand	44 )	
Supplementary Address	45-50 )	
Signal	51 )	Perpetuate from the DI AX1 transaction.
Fund Code	52-53 )	
Distribution	54-56 )	

<u>FIELD LEGEND</u>	<u>RECORD POSITIONS)</u>	<u>ENTRY AND INSTRUCTIONS</u>
Project Code	57-59 )	
Priority	60-61 )	Perpetuate from the DI AX1 transaction.
Validation Date	62-64	Enter date validated or rejected by the MCA.
Advice	65-66	Enter the applicable advice code from appendix B15.
Blank	67-68 )	
Call Number	69-72 )	Perpetuate from the DI AX1 transaction.
Contract Identification	73-80 )	
	or	
Management Control Activity Routing Identifier	74-76	Perpetuate from the DI AX1 transaction.